



HARBOUR ISLE EAST CONDOMINIUM ASSOCIATION, INC.
6A Harbour Isle Drive East
Fort Pierce, Florida 34949
Phone 772-595-3660 * Fax 772-595-8809

BOARD OF DIRECTORS MEETING
MONDAY SEPTEMBER 9, 2019 – 6:00PM HIE CLUB HOUSE

AGENDA

- I. DETERMINATION OF A QUORUM
- II. CALL TO ORDER & PLEDGE OF ALLEGIANCE
- III. PROOF OF NOTICE
- IV. APPROVE THE MARCH 11, 2019 BOARD MEETING MINUTES
- V. PRESIDENT'S COMMENTS
- VI. MANAGER'S REPORT
- VII. NEW BUSINESS:
 - a. APPROVE THE REASSIGNMENT OF 2 BOARD MEMBER POSITIONS: BARNEY HORAN AS TREASURER AND FRANK BRIGANTI AS DIRECTOR
 - b. APPOINT A FINES COMMITTEE: (Walter Lynch, Jody Dugan, Steve Resta, Bunny Doherty & Frankie Lott)
 - c. APPROVE THE RESTATED AND AMENDED RULES AND REGULATIONS
 1. DISCUSS THE NEW RULES FOR LICENSING, PERMITTING AND INSURANCE REQUIREMENTS FOR ALL CONTRACTORS PERFORMING RESIDENTIAL WORK.
- VIII. OWNER COMMENTS/QUESTIONS
- IX. ADJOURNMENT



**HARBOUR ISLE AT HUTCHINSON ISLAND EAST
CONDOMINIUM ASSOCIATION, INC.**

Board Meeting

Monday, September 9, 2019

Minutes

1. CALL TO ORDER:

- Vice President Annette Sanniota called the meeting to order at 6:00 p.m. The pledge of Allegiance was recited.

2. ROLL CALL/ESTABLISH A QUORUM OF BOARD MEMBERS:

- The Board was polled. Board members present were Vice President Annette Sanniota, Treasurer Frank Briganti, Secretary Pat DelVecchio and Director Barney Horan. President Jay Sizemore was absent. Also present was Association Attorney Jacob Ensor. Property Manager Julie Lynch was present representing FirstService Residential. There were 41 residents present. A quorum was established.

3. PROOF OF NOTICE:

- A 14 Day Notice with the proposed rules changes was sent to all owners on August 19, 2019 in accordance with Florida Statutes 718.

4. APPROVAL OF MINUTES:

- On a motion made by Frank Briganti and a second by Pat DelVecchio the Board voted unanimously to waive the reading of the March 19, 2019 Board meeting minutes and accept as posted on the website.

5. VICE PRESIDENT'S COMMENTS:

- Vice President Annette Sanniota explained that President Jay Sizemore was absent as he was making a humanitarian boat trip to the Bahamas to help the victims of Hurricane Dorian. Annette introduced Association Attorney Jacob Ensor and explained Jacob was present to answer any questions on the agenda proposed rule changes.

6. ASSOCIATION ATTORNEY COMMENTS:

- Association Attorney Jacob Ensor explained to the membership the importance of the new rules for contractors. He stressed the importance of protection for the individual home owners, their neighbors and the association. He explained that he is experiencing many situations and lawsuits where insurance companies are suing homeowners for hiring unlicensed and uninsured contractors and situations where Insurers are suing homeowners for not carrying their own home owners policy. The residents were encouraged to have an H06 policy.

7. MANAGER'S REPORT:

- Julie Lynch presented the Manager's Report (Attached).

8. NEW BUSINESS:

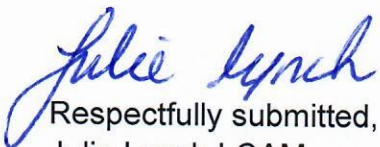
- A motion was made by Pat DelVecchio and a second by Annette Sanniota to accept the reassignment of 2 Board positions; Barney Horan was appointed from Director to Treasurer and Frank Briganti was appointed from Treasurer to Director. The motion carried unanimously.
- A motion was made by Barney Horan and a second by Pat Delvecchio to amend the motion to appoint a fines committee of 5 members to a fines committee of 9 members, as additional owners expressed a desire to be part of the fines committee. The motion carried unanimously. The fines committee members are, Walter Lynch, Steve Resta, Bunny Doherty, Jody Dugan, Frankie Lott, Danielle Beckford, Jennifer Kerrigan, Wynn Quarishi & Cynthia Brazzil.
- A motion was made by PatDelvecchio and a second by Barney Horan to approve the restated and amended rules for towing pods. The motion carried unanimously. The amended rule is attached as part of the minutes.
- A motion was made by Frank Briganti and a second by Barney Horan to approve the new rules for the licensing, permitting and insurance requirements for all contractors doing residential work. The motion carried unanimously. The new rules are attached as part of the minutes.

9 MEMBERSHIP SEGMENT:

- Areas of concern addressed by the membership was the knowledge that the Association did not have property flood insurance. Vice President Annette Sanniota explained that FEMA changed the HIE flood zone classification from zone AE to zone X. X is **not** in a flood zone, therefore HIE is not required to carry flood Insurance. The decision not to renew the Flood policy was made in 2016. The residents were encouraged to purchase their own flood policy if desired as a property flood policy would only cover the common areas and not the individual units. Annette advised the membership that the insurance policies renew annually on March 31. Insurance workshops will be held before the renewal date where Insurance proposals are presented to the Board of Directors and homeowners. Treasurer Barney Horan encouraged all homeowners to attend the Insurance workshops or volunteer for the Insurance committee. Management will inquire with our current Insurance agent their professional advice on a future flood policy for HIE.
- Several residents expressed their wish that Pod containers be allowed to remain on the property overnight.

10. ADJOURNMENT:

- Frank Briganti moved the meeting to be adjourned, seconded by Barney Horan. The motion carried unanimously. The meeting adjourned at 6:56 p.m.



Respectfully submitted,

Julie Lynch LCAM

For and on behalf of the Board of Directors



AFFIDAVIT OF MAILING OR HAND DELIVERING OF NOTICE TO UNIT OWNERS

STATE OF FLORIDA
COUNTY OF ST LUCIE

BEFORE ME, personally appeared

JULIA LYNCH, who after being duly sworn, deposes and says that notices of the Board Meeting of Harbour Isle at Hutchinson Island East Condominium Association, Inc. held Monday September 9, 2019 at 6:00 p.m. in the Clubhouse at 6-A Harbour Isle Drive East, Ft. Pierce, FL 34949, were emailed or hand delivered in accordance with Section 718.112 Florida Statutes. The notices were emailed or hand delivered to each unit owner at the address last furnished to the Association, as such address appears on the books of the Association.

Handwritten signature of Julie Lynch

The foregoing instrument was acknowledged before me this 23rd

day of August 2019, by JULIE LYNCH not-for-profit corporation, on behalf of the corporation.

He/she is personally known to me, or has produced as identification and did take an oath.

Handwritten signature of Barbara A. Osborne
(Signature)

Handwritten name of Barbara A. Osborne
(Print Name)

Notary Public, State of Florida at Large





**HARBOUR ISLE AT HUTCHINSON ISLAND EAST
CONDOMINIUM ASSOCIATION, INC.
MANAGER'S REPORT
SEPTEMBER 9, 2019**

LANDSCAPING:

Ideal Landscaping have completed the annual tree trimming, they will concentrate on the clean-up/weeding of the mitigation area near bldgs. 3 & 4 next month. The property mulching will be in the beginning of December after hurricane season ends.

GYM:

We recently had our quarterly inspection and maintenance of our gym equipment, all equipment is in good shape except for the stationary bike, parts are no longer available for this particular model. A new commercial one is approximately \$1800, that may be a consideration for next year's budget.

CLUBHOUSE:

The acoustic panels have been installed, thanks to Pat DeVecchio & Jason. We also purchased a sound system & microphones to be used at meetings and social events. An additional outlet was installed in the kitchen area to accommodate a second fridge for the social committee

SEAWALL REPAIRS:

The repairs of the Seawall were completed on August 16, 2019 the cost shared by HIE & HIW. Both HIW & HIE opted to have additional vales installed at the location where our pipes dump excess water from the retention pond into the marina, the one-way vales control water from backing up on the landside of the seawall and this was completed on August 21, 2019. This project was paid from Reserves.

CONCRETE REPAIRS:

Large areas of concrete that were cracked were repaired primarily at the guardhouse exit and at the roundabout as well as several areas of side walk throughout the property. This project was paid from Reserves.

Additional Items:

The annual inspection of all 167 Fire extinguishers was completed in May, all passed inspection

The annual Fire alarm and Sprinkler inspection of all interior units was completed in July, all passed inspection except for 2 units where the sprinkler heads had been painted over. They have since been replaced with new sprinkler heads

After the continual afternoon thunder storms we discovered a lot of small leaks in the attics primarily around the vent pipes and flashing. We received some quotes and have selected a local commercial roofer "The Roof Authority" to do the repairs. They will start the repairs next week and while we have a lift available, we will fill in any woodpecker holes and investigate the rust stains coming from the HVAC vents at the back of some buildings.

MAINTENANCE STAFF:

The Garage bathrooms and corridor floors, ceilings and walls have been painted, a new emergency light and a motion detector light switch was installed.

All doggie bag stations have been painted and we have started painting areas of the tennis courts.

Parking space numbers are being painted, this should be completed before the sunbirds return, it has been a slower project than expected due to weather conditions.

Jason has also been handling the majority of our irrigation repairs.

The Spa has been acid washed and the wall behind the spa has been painted.

Jason & Brian have recently replaced 6 elevator room AC units and 3 Dumpster room exhaust fans.

SALES & RENTAL REPORT

This Sales & Rental report is for the 1st 6 months of the year

We have had a total of 6 leases, 2 were summer seasonal rentals and 4 were annual rentals, the average annual rental is \$1850.00/month

We have had a total of 10 sales, with the highest sale of \$325k being a pent house unit in bldg. 38 and a lowest sale of 220k in a 1st floor unit in building 38, the average sale price was \$260,000.00.

MISCELLANEOUS ITEMS:

Thank you to everyone for removing their catwalk items & furniture before the Hurricane and not parking under the portico, we had 2 vehicles parked on the grass which we do want, we do not need the additional expense of replacing the sod.

Please put down and tie up the pool umbrellas after use as they get blown over during stormy weather, we have already replaced one of our new umbrellas because of this and they cost almost \$300.00

We have also started working on the 2020 budget, checking with vendors for any proposed increases and getting bids on some of the major contracts.

**PROPOSED
AMENDMENTS TO THE
RULES AND REGULATIONS FOR
HARBOUR ISLE AT HUTCHINSON ISLAND
EAST CONDOMINIUM ASSOCIATION, INC.**

The following are proposed amendments to the Rules and Regulations for Harbour Isle at Hutchinson Island East Condominium Association, Inc.

g. Pods

Storage pods used for moving are permitted on the Association Property (with written prior approval from the Management Office) Monday – Saturday from 8 am to 8 pm. PODS cannot remain overnight. They must be removed by 8 pm, NO EXCEPTIONS. They must be parked in the residents' assigned parking space. **Any PODS parked or placed in violation of these Rules and Regulations will be towed immediately and without further notice. The Association may proceed with its additional legal remedies as well.**

E. CONTRACTORS

1. All contractors must be licensed by the City of Fort Pierce, St. Lucie County or the State of Florida per their trade and as required by law. Each contractor shall provide the Association with a copy of their current license. All contractors are required to carry insurance coverage and limits outlined below and will be required to add Harbour Isle at Hutchinson Island East Condominium Association, Inc. as an Additional Insured for claims arising out of work for both ongoing and completed operations.

Worker's Compensation:	Statutory
Employers Liability:	\$500,000 Each Accident; \$500,000 Each Employee; \$500,000 Policy Limit
General Liability:	\$1,000,000 Each Occurrence/\$2,000,000 Aggregate including Premises & Completed Operations Actions
Automobile:	\$1,000,000 Liability for Owned, Rented or Borrowed Vehicles
Umbrella:	\$1,000,000 Each Occurrence/\$1,000,000 Annual Aggregate will be required if above liability and auto liability limits are less than \$1,000,000

Contractors must provide their license and insurance information before being allowed to work at the Condominium Property. Contractors must notify the Association of termination or lapse of insurance coverage within 5 days.

2. All contractors and Owners must supply the Association with copies of permits for any work required to have a permit. Any permits required shall be affixed to the front window of the unit until the job is finished and final inspection is completed.

3. Any contractor working without providing the above information will be required to stop work until both the insurance and permitting requirements are satisfied.

4. Owners are ultimately responsible for ensuring that their contractors are licensed and insured and that permits are issued. If an Owner and/or contractor fail to comply with these Rules, all work must immediately cease. Fines may also be issued in addition to any other legal remedies available to the Association.

5. If carpentry or flooring work is being performed in your Unit, you must notify the Manager well in advance of such work starting.

6. Noisy work may only be performed Monday through Saturday between 9:00 a.m. and 5:00 p.m.

7. Contractors may not use the Association's dumpsters and must remove construction debris from the Condominium Property daily.

9. All hammering such as picture hanging or carpentry may only be done Monday through Saturday between the hours of 9:00 a.m. and 5:00 p.m.